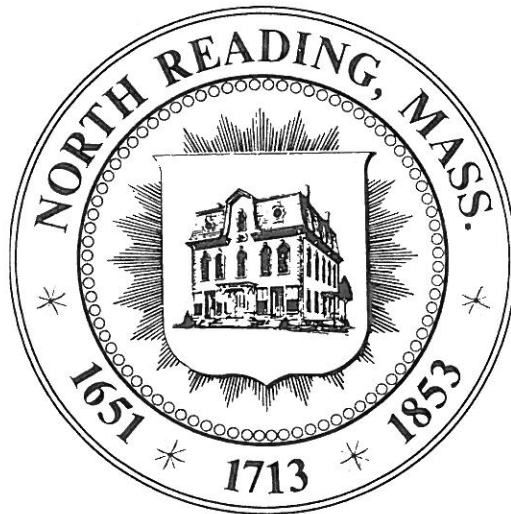


**TOWN OF NORTH READING
MASSACHUSETTS**

**OCTOBER
TOWN MEETING WARRANT**

AND

REPORT OF THE FINANCE COMMITTEE



MONDAY, OCTOBER 3, 2011

7:00 P.M.

Daniel H. Shay Auditorium, North Reading High School, Park Street
Please bring this book with you to the Town Meeting.

PROCEDURE FOR TOWN MEETING

1. Moderator presides, using Roberts Rules of Order, except as provided by the General Laws, the Charter and By-Laws.
2. Articles in the warrant are considered in the order in which they appear, but voters may move to consider them out of order. (This takes a 4/5 vote of the Town Meeting.)
3. In order for an article to be considered by Town Meeting, it must be moved and seconded. The article is then open for debate by all in attendance.
4. To speak at Town Meeting, stand and say Mr. Moderator. After being recognized by the Moderator, state name and address before making any remarks.
5. Debate may be ended by a voter's "Move the question."
6. Amendments to original motion must be presented in writing to the Moderator. Upon being seconded and discussed, the Moderator calls for a vote. If passed, the original motion, as amended, is then voted.
7. Reconsideration of a vote is permitted only once and only at that session of Town Meeting.

The above information was prepared by the North Reading League of Women Voters.

A CITIZEN'S CHECKLIST FOR TOWN MEETING

To be considered on each vote:

1. **IS IT NECESSARY?** Or is it something that is not really needed or perhaps already being provided by a private or public group?
2. **CAN WE AFFORD IT?** Remember, there is no limit to what we would like, but there is a limit to what we can afford.
3. **WHAT WILL IT ULTIMATELY COST?** Many proposals are like icebergs - only a small fraction of the total cost is apparent on the surface.
4. **HOW WILL IT AFFECT BASIC LIBERTIES?** If it imposes unreasonable or illegal restraints on your life or that of others it should be vigorously opposed.
5. **IS IT IN THE BALANCED BEST INTEREST OF ALL?** If it is designed to benefit a small group of special interests, while taking unfair advantage of others, work for its defeat.
6. **IS IT A "FOOT IN THE DOOR" PROPOSITION?** Compromising a little now may bring an oppressive burden later, either in more regulations or more taxes or a combination of both.
7. **DOES IT PLACE TOO MUCH POWER IN THE HANDS OF ONE INDIVIDUAL OR GROUP?** Once the decisive power is granted to a non-elected public official or a commission as a municipal authority, the private citizen lose effective control.
8. **IS ITS APPEAL BASED ON EMOTIONAL PROPAGANDA OR FACTS?** The further a proposition gets away from facts, the more critical one should be.

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*Each article is accompanied by a "Description..." of what each article does.
Italicized information is explanatory in nature.*

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Report of the Finance Committee

October Town Meeting—2011

We left the June 2011 Town Meeting having achieved a balanced budget. However, it would come as no surprise if we experience additional cuts in State funding during the year. And we need to make additional allocations this fall which we were unable to fund last spring.

The Department of Revenue has certified Free Cash (FY2011 revenues collected less expenses) at \$927,300. This amount is less than 2010. Historically, these funds have been targeted for large capital and other non-recurring expenses, and not used to fund or balance the annual operating budget. This practice should be continued.

There was some discussion over recent years about using the Stabilization Fund to finance the operating budget. For many reasons, the Finance Committee will continue to speak in opposition to any such action. The Town must live within available recurring revenue sources and not look to the Stabilization Fund as a balancing mechanism. Even if intended only as an exception to get us through an extraordinary time, it is easy to see how this approach could become a standard practice and adversely affect the Town's long-term fiscal health.

As it currently stands, the Stabilization Fund is \$760,096 short of the Finance Committee's target of 5% of General Fund expenditures. The Town must maintain and, when possible, increase the balance of the Stabilization Fund (currently \$1,753,363) in order to give confidence to bond rating agencies that debt repayment ability remains a priority of the Town of North Reading. Funding the Stabilization Fund up to the 5% target should receive serious consideration although we acknowledge that this can only happen incrementally.

As we prepare for next year's budget discussions, we note that revenue continues to be very tight, and FY2013 is expected to be another difficult year. Yet even in this environment, the Finance Committee—along with the Board of Selectmen and School Committee—will endeavor to present a FY2013 budget that can be supported by expected revenues and minimizes reductions in staff and/or services.

At the April 2010 Town Meeting, an appropriation of \$125,000 was made to the Reserve Fund for FY2011. The Finance Committee uses this to provide funding for extraordinary and unexpected expenses that occur during the year. Below is an accounting of how this reserve was allocated in FY 2011.

Reserve Fund Activity F/Y 2011

7/1/2010 Appropriation	\$125,000
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Less Transfers:

Veterans Dept	
<i>Veterans' Benefits</i>	\$ 5,000.00
Veterans Dept	
<i>Veterans' Benefits</i>	\$ 5,000.00
Veterans Dept	
<i>Veterans' Benefits</i>	\$12,539.00
DPW	
<i>Town Buildings – BOC</i>	\$13,000.00
DPW	
<i>Vehicle Fuel</i>	\$15,000.00
Fire	
<i>Emergency Repairs to 2 Ambulances</i>	\$ 5,000.00
Fire	
<i>Fuel</i>	\$ 5,000.00
Veterans Dept	
<i>Veterans' Benefits</i>	\$ 4,600.00

Treasurer/Collector	
<i>Tax Foreclosure – legal fees</i>	\$ 7,995.00
Town Administrator	
<i>Town Administrator Expenses</i>	\$ 2,961.00
DPW	
<i>Fuel</i>	\$10,000.00
Board of Health	
<i>Admin.costs – Flu clinics</i>	\$ 1,500.00
Total Transfers	<u>\$87,595.00</u>
Balance on 6/30/2011	\$37,405.00

The Finance Committee wishes to thank Town Administrator Greg Balukonis and The Finance Department for their support and timely information, as well as the various departments who work closely with us throughout the year.

Respectfully submitted,

Abby Hurlbut, Chair
Richard Johnson, Clerk
Michael Mastascusa
Alan Wolpin

Donald Kelliher, Vice Chair
Dan Pulver
John Veneziano

COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTH READING

TOWN MEETING

OCTOBER 3, 2011

7:00 P.M.

Middlesex, SS.

To either of the Constables of the Town of North Reading in the County of Middlesex, GREETING.

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Town affairs, to meet at the Daniel H. Shay Auditorium, North Reading High School, Park Street in said North Reading, on **MONDAY, the THIRD DAY OF OCTOBER, 2011** at seven o'clock in the evening, then and there to act on the following articles:-

Article 1 Hear and Act on Reports of Town Officers and Committees

To hear and act upon the reports of Town Officers and Committees.

Sponsor: Board of Selectmen

Description...

This is a customary article which provides for Officers and Committees so instructed to report to Town Meeting their progress or recommendations.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No action required.

Article 2 Fund Deficit in FY2011 Water Enterprise Fund

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from any available funds, a sum of money for a deficit in the Water Enterprise Fund for the fiscal year ending on June 30, 2011; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This Article seeks funds to remedy a deficit in the Water Enterprise Fund for the year ending on June 30, 2011 in the amount of \$82,441.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommended.

Article 3 Prior Year Bills

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from any available source of funds, a sum of money to pay prior year bills; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article provides for payment of prior fiscal year bills which were not submitted prior to the fiscal year ending on June 30, 2011. One medical bill for a disabled public safety officer in the amount of \$67.00 must be paid. Requires 4/5 vote.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommended.

Article 4 Rescind Bond Authorizations

To see if the Town will vote to rescind the following residual amounts of unissued debt authorized under the following warrant articles:

<u>Amount Rescinded</u>	<u>Warrant Article and Town Meeting</u>	<u>Purpose</u>
\$30,400	Article 7, Item 2 – October 6, 2008 Town Meeting	Police Station HVAC
\$ 800	Article 22 – 2009 Annual Town Meeting	Water Equipment

Or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This is a routine article seeking to rescind bond authorizations that are no longer needed because the respective projects are completed.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommended.

Article 5 Amend FY 2012 Operating Budget

To see if the Town will vote to amend the FY2012 Operating Budget voted under Article 8 of the June 6, 2011 Annual Town Meeting as follows or otherwise amend said vote and to raise by taxation and appropriate, appropriate and transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available funds or borrow a sum of money for such purposes; or what it will do in relation thereto:

Sponsor: Board of Selectmen

Description...

The Town seeks to raise and appropriate and transfer from available funds a sums of money to be added to the FY2012 operating budget. The proposed transfers, include but are not limited to the following budgets: \$14,000 for Finance Department professional service expenses to assist with close-out of the FY 2011; \$14,000 for Town Administrator professional service expenses to undertake a needs assessment study for an electronic document management system; \$1,500 for Town Administrator expenses for supplies; \$58,000 for Police Department expenses to purchase and equip two (2) marked cruisers; \$26,000 for Department of Public Works professional service expenses to undertake a master plan for renovation of municipal buildings; \$22,500 for Veterans expenses for unbudgeted costs of Veterans benefits; and \$50,000 for Retirements due unanticipated retirements of 2 public safety employees. Additionally, town meeting must revote the correct raise and appropriate total approved at the June 6, 2011 Town Meeting, which is \$50,082,311 not including amounts for debt service.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 6 FY 2012 Capital Improvement Plan

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available funds or borrow in accordance with any applicable State Statute a sum of money, for the purchase of items of a capital nature, and further to authorize the Town Administrator to sell or trade-in items rendered surplus by such purchases; or what it will do in relation thereto.

<u>Project</u>	<u>Department</u>	<u>Cost</u>	<u>Source of Funds</u>
CIP-1) Radio System Migration to 12.5MHz	Fire	\$30,000	Available Funds
CIP-2) Marked Cruiser Replacement (2)	Police	\$58,000	Available Funds
CIP-3) SPED Van	Schools	\$35,000	Available Funds
CIP-4) 10 Wheel Dump - Sander/Wing Plow	DPW	\$240,000	Borrow
CIP-5) Develop Building Master Plan for Town	DPW	\$16,000	Available Funds
CIP-6) Install Town Hall Emergency Generator	DPW	\$20,000	Available Funds
CIP-7) Parks Turf Lawnmower	Parks	\$14,000	Available Funds

Sponsor: Board of Selectmen

Description...

This article funds the purchase and replacement of capital equipment and projects for various Town Departments recommended by the Town Administrator. Funds for capital expenditures are available for borrowing, transfer from Free Cash or the unexpended balance of warrant articles. CIP-2 and CIP-5 shall be funded under Article 5- Amend FY 2012 budget.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 7 Fund Services Related to Water and Wastewater

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in warrant articles, or appropriate by transfer from any available funds, a sum of money to fund engineering studies and all costs incidental and related thereto, in order to assess opportunities and constraints relating to municipal water and sewer infrastructure; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description....

This article provides necessary funding to implement design of a municipal water and wastewater collection system to service critical areas in the community.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 8 Appropriate Rebates for Future Conservation Projects

To see if the Town will vote to transfer a sum of money received in the form of energy Credits and Rebates from the Reading Municipal Light Department (RMLD) for the purposes of funding Energy Conservation Improvements to Municipal and School Facilities; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article provides for the transfer of funds received in the form of energy credits and rebates to support additional energy conservation improvement projects recommended by the Energy Study Committee in municipal and school facilities.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 9 Appropriate Money to Stabilization Fund

To see if the Town will vote to raise by taxation and appropriate or transfer from any available funds a sum of money to be added to the Stabilization Fund; or what it will do in relation thereto.

Sponsor: Finance Committee

Description...

The Board of Selectmen proposes to transfer surplus funds, if any, to the Town's Stabilization Fund. The Stabilization Fund may be used for any lawful purpose, however, it represents the Town's rainy day fund for unexpected emergencies.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 10 Transfer Funds to Capital Stabilization Fund

To see if the Town will vote to raise by taxation and appropriate or transfer from any available source of funds to be added to the Capital Improvement Stabilization Fund established under Article 5 of the October 2007 Town Meeting; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would add to the Capital Stabilization Fund for the purposes of debt financing capital projects and purchases.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 11 Transfer Funds to Other Post Employment Benefits Liability Trust Fund

To see if the Town will vote to raise by taxation and appropriate or appropriate by transfer from any available funds, a sum of money to be added to the Other Post Employment Benefits Liability Trust Fund established under Article 14 of the October 4, 2010 Town Meeting; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article will transfer funds to supplement a reserve account to pay for future health and pension costs for retirees.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 12 Flag Pole Replacement

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available funds or a sum of money, for the purchase and installation of a flag pole, and related improvements, for the Common, including all costs incidental and related thereto; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks funds to assist with the replacement of the Flag Pole located on the Town Common.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 13 Fund Open Space and Recreation Plan Consultant

To see if the Town will vote to raise and appropriate or appropriate by transfer from any available funds the sum of \$19,000 for a consultant to complete an updated Open Space and Recreation Plan; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Description...

This article seeks funds to hire a consultant to update the Town's Open Space and Recreation Plan.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 14 Accept MGL Chapter 44, Section 55C, and Amend Code – General By-laws, Add a New Chapter - Affordable Housing Trust Fund

To see if the Town will vote to accept the provisions of G.L. Chapter 44, Section 55C, establishing a trust to be known as the North Reading Affordable Housing Trust Fund, and authorize the Board of Selectmen or Board of Trustees of said Trust to execute any documents or instruments or take any other action necessary to carry out the purposes of this article; and further, to amend the Code of the Town of North Reading General By-laws by adding a new chapter, North Reading Affordable Housing Trust Fund, as on file with the Town Clerk; and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Code of North Reading; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Description...

This article will accept the statute that authorizes municipalities to establish a municipal affordable housing trust fund. The article will also amend the Town General By-laws to add a new by-law, which establishes a Board of Trustees consisting of five members (appointed by the Board of Selectmen) to administer the Fund, and which specifies the Trustees' powers. The purpose of the Fund is to provide for the creation and preservation of affordable housing in the Town

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 15 Amend Code – Zoning By-laws, Article XXIV – Inclusionary Housing Requirements

To see if the Town will vote to amend the Code of the Town of North Reading, Zoning By laws by adding a new Article XXIV Inclusionary Housing Requirements, as on file with the Town Clerk, and further, that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Code of North Reading; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Description...

This article will amend the Zoning By-laws to require that one affordable housing unit be provided in every residential development (whether rental or ownership) that contains six or more units or lots, and that an additional affordable housing unit be provided for every seven lots thereafter. The purpose is to promote the distribution of affordable units throughout the Town as development occurs, and to assist the Town in maintaining its 10% affordable housing inventory level, so as to satisfy the minimum requirements of G.L. Chapter 40B.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 16 Street Acceptance – Adrian Drive

To see if the Town will vote to accept as a public way the layout of Adrian Drive:

Adrian Drive: Starting at the intersection with Kings Row at Station 0+ 00 to the cul de sac at Station 5+ 59.73.

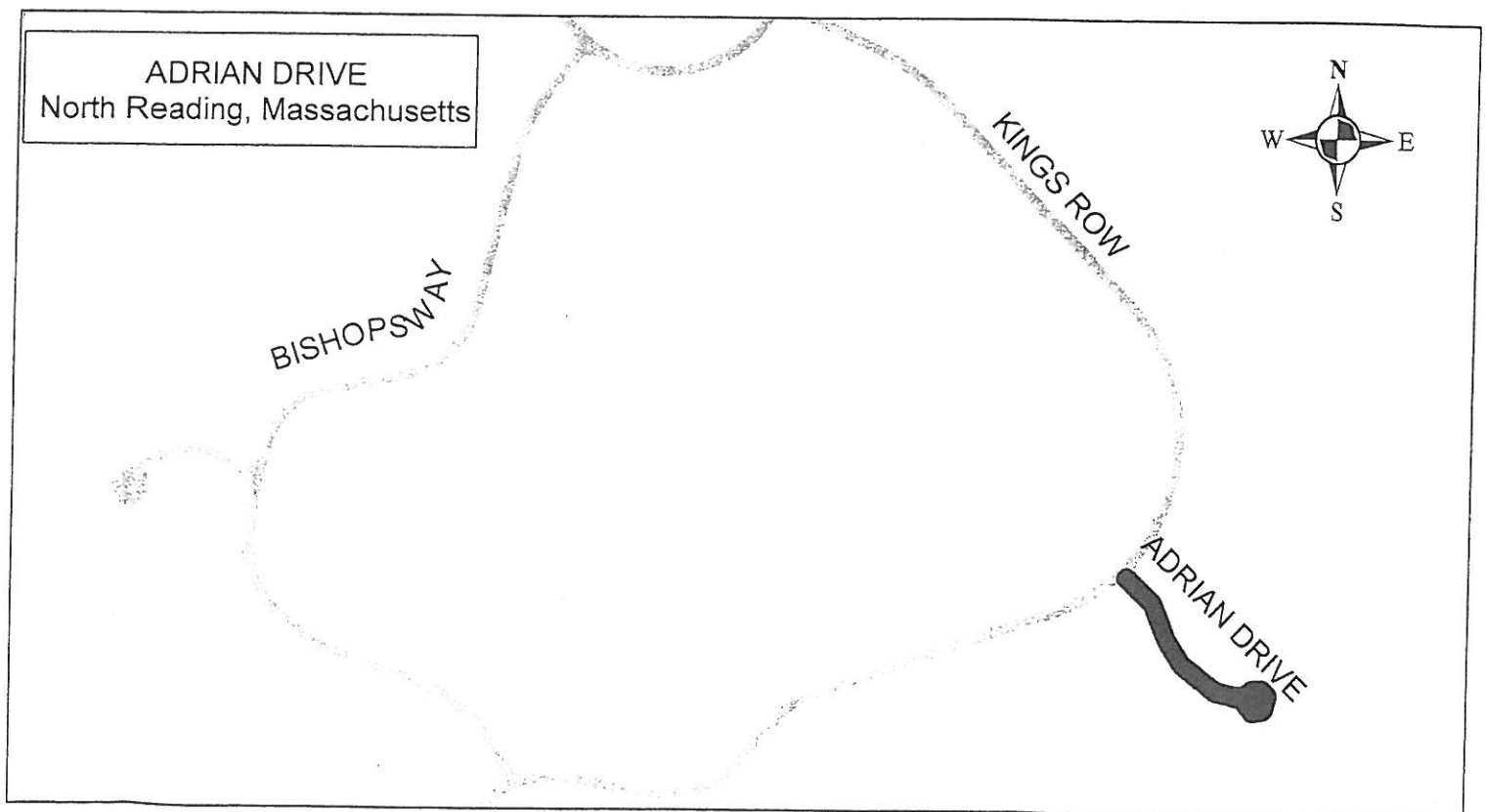
Meaning and intending hereby to accept Adrian Drive as a public way, as heretofore laid out by the Board of Selectmen and as shown on plans dated August 6, 1998, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain, the fee simple or a lesser interest in the land, within said way, and any easements related thereto, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 17 Street Acceptance – Ashwood Drive

To see if the Town will vote to accept as a public way the layout of Ashwood Drive:

Ashwood Drive: Starting at Station 6+ 02.79 to the intersection with Boxwood Road at Station 16+ 43.92.

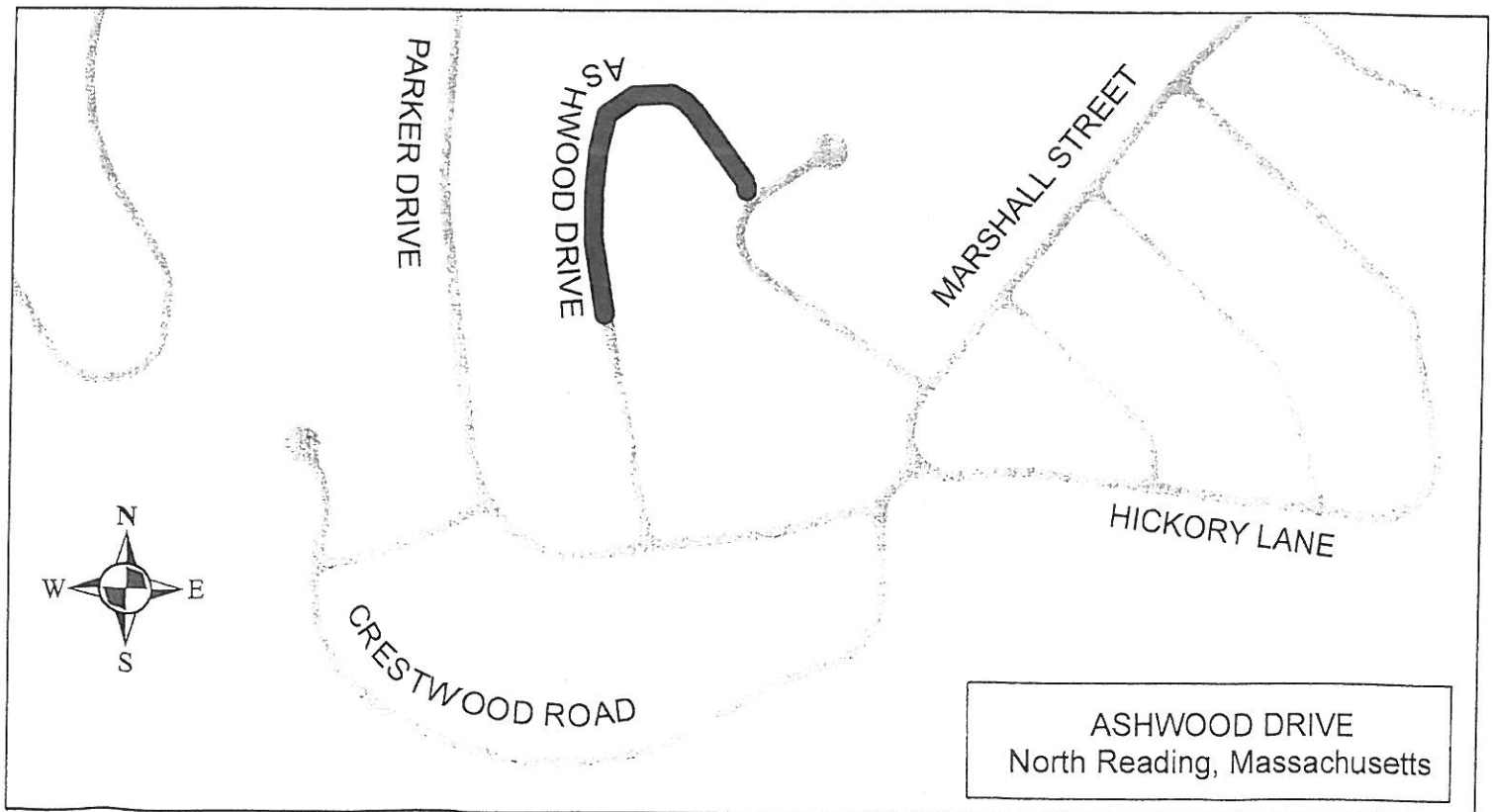
Meaning and intending hereby to accept Ashwood Drive as a public way, as heretofore laid out by the Board of Selectmen and as shown on plans dated April 28, 2011, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain, the fee simple or a lesser interest in the land, within said way, and any easements related thereto, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 18 Street Acceptance – Barberry Road

To see if the Town will vote to accept as a public way the layout of Barberry Road:

Barberry Road: From the intersection at Southwick Road at Station 0+00 to the intersection with Oakland Road at Station 7+ 97.16.

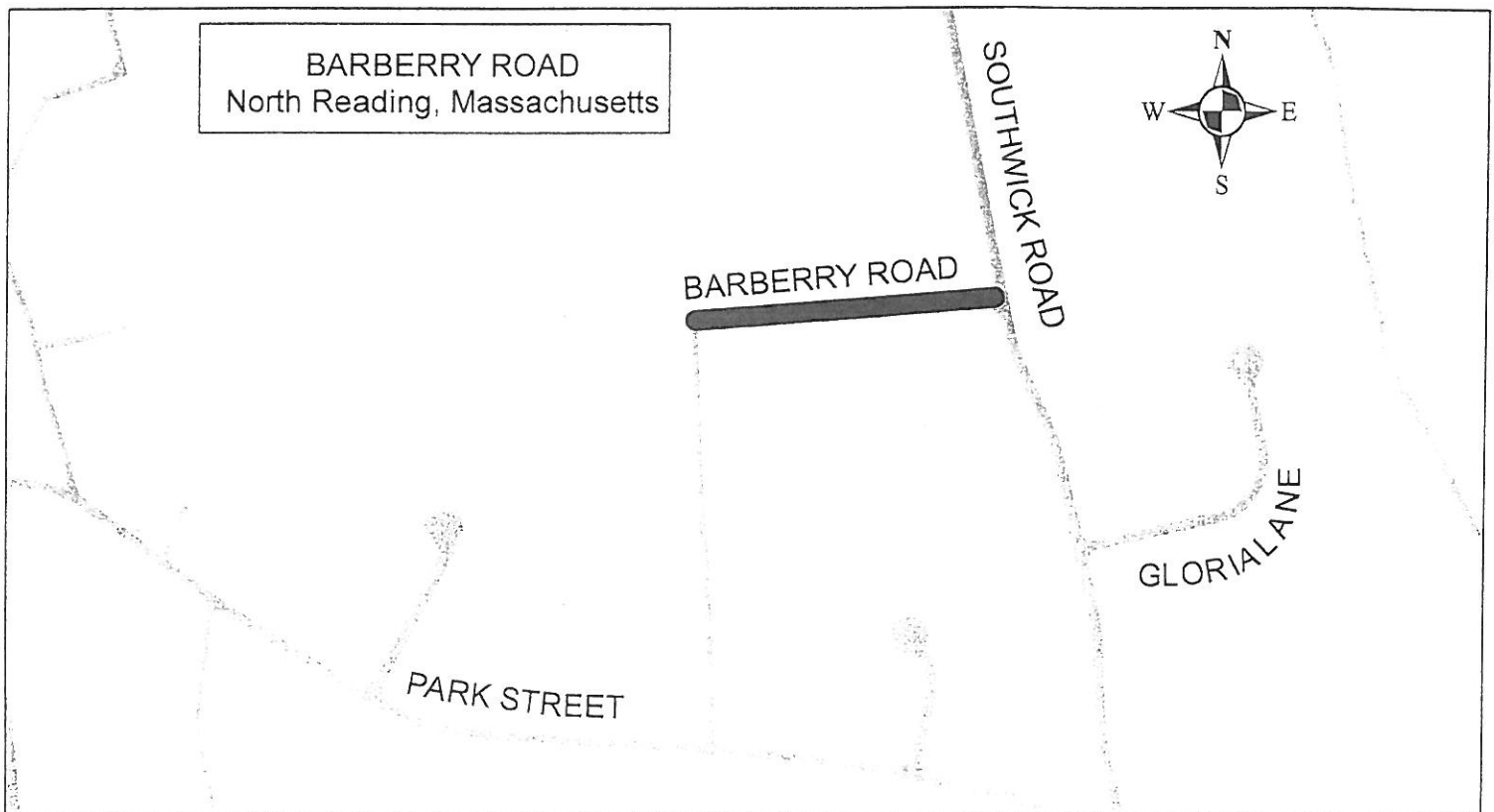
Meaning and intending hereby to accept Barberry Road as a public way, as heretofore laid out by the Board of Selectmen and as shown on plans dated March 10, 2011, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain, the fee or a lesser interest in the land, within said way, and any easements related thereto, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 19 Street Acceptance – Bonpel Drive

To see if the Town will vote to accept as a public way the layout of Bonpel Drive:

Bonpel Drive: From the intersection with Abbott Road starting at Station 0+ 19.94 to the cul de sac at Station 4+ 22.40.

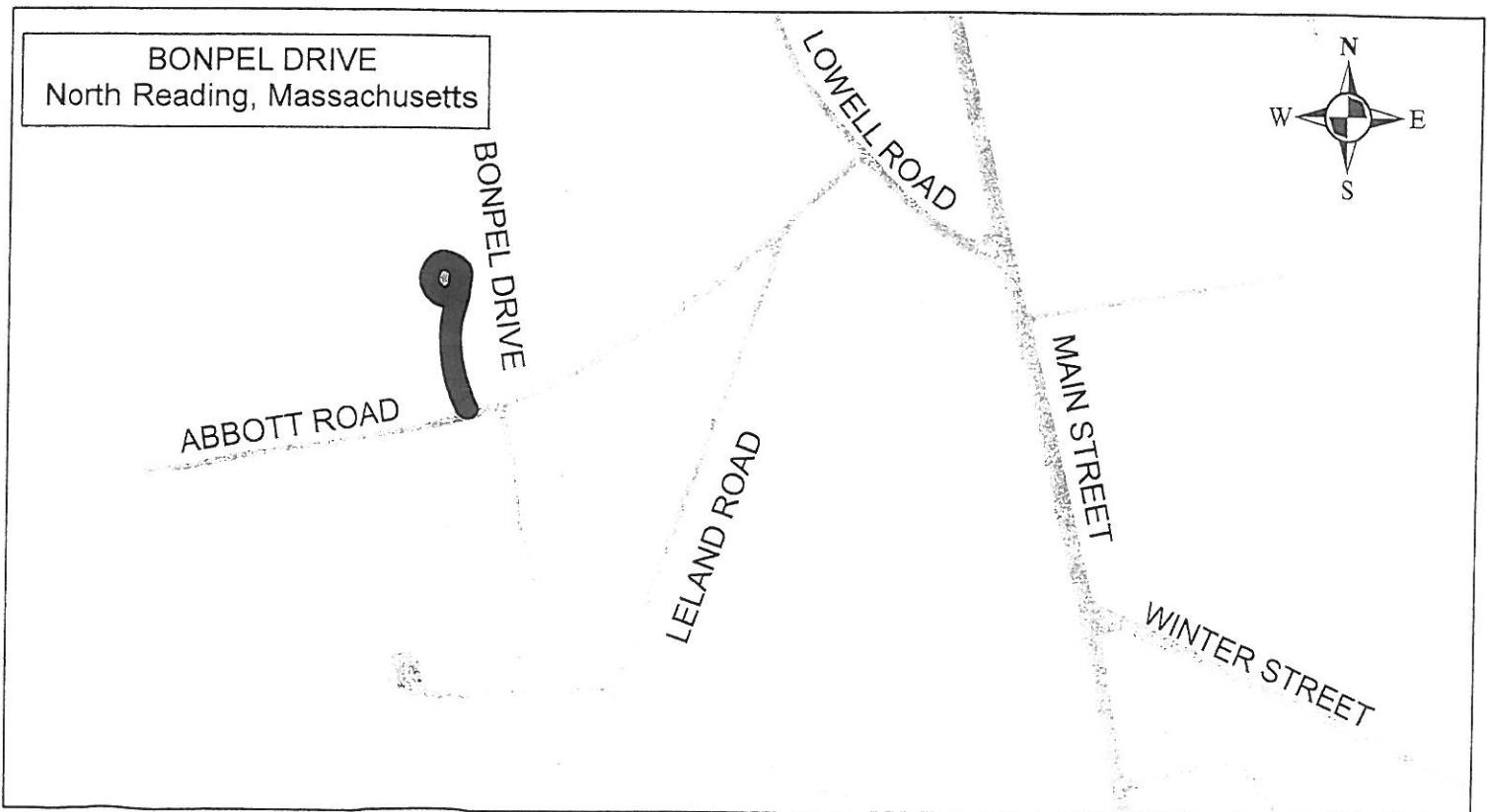
Meaning and intending hereby to accept Bonpel Drive as a public way, as heretofore laid out by the Board of Selectmen and as shown on plans as dated March 8, 2011, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain, the fee simple or a lesser interest in the land, within said way, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 20 Street Acceptance – Boxwood Road

To see if the Town will vote to accept as a public way the layout of Boxwood Road:

Boxwood Road: Starting at Station 3+ 30.49, on the northwesterly end of existing Boxwood Road to the cul de sac at Station 10+ 31. 79.

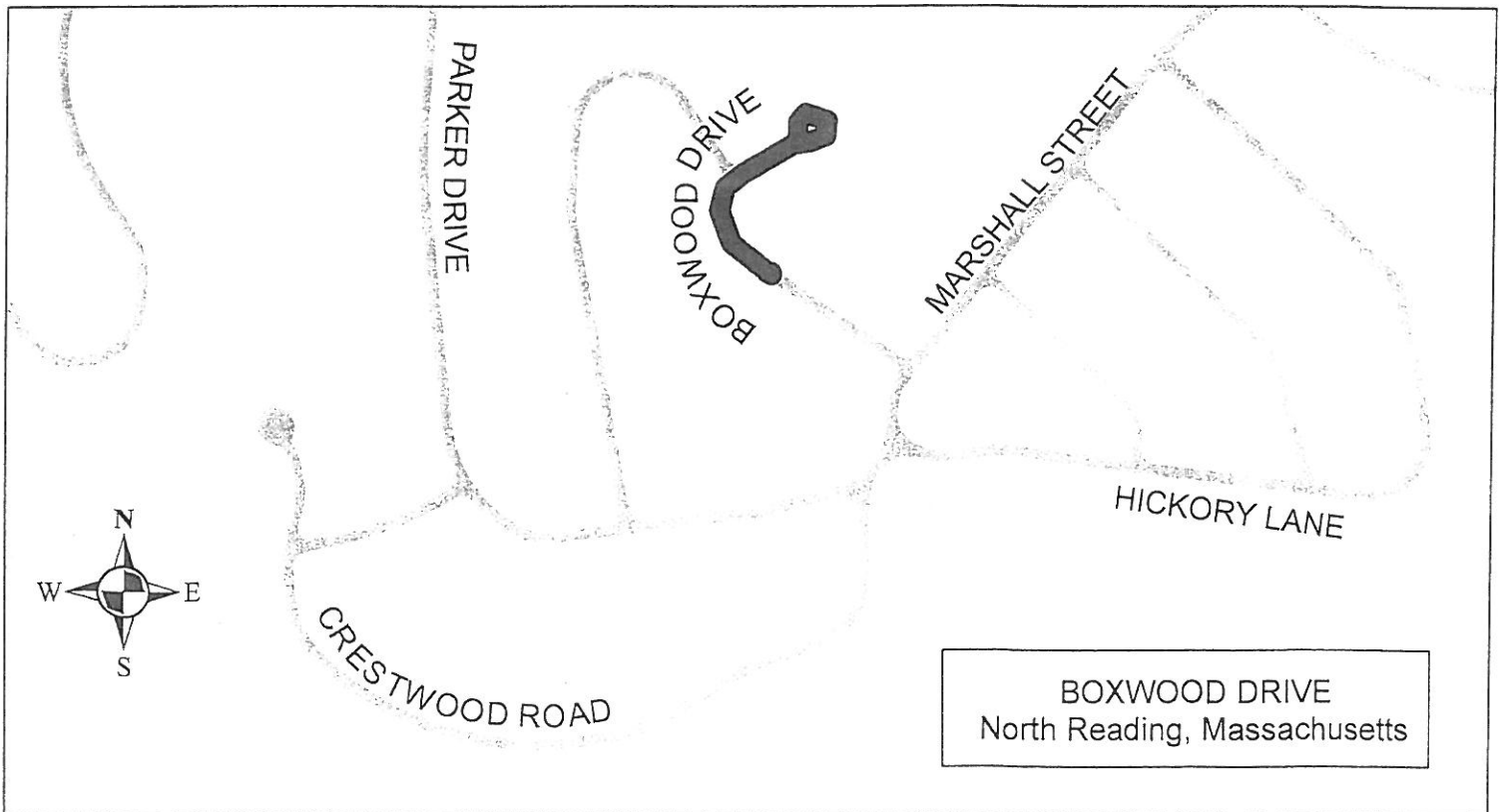
Meaning and intending hereby to accept Boxwood Road as a public way, as heretofore laid out by the Board of Selectmen and shown on plans dated April 28, 2011, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain, the fee simple or a lesser interest in the land, within said ways, and any easements related thereto, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 23 Street Acceptance – Sandy Lane

To see if the Town will vote to accept as a public way the layout of Sandy Lane:

Sandy Lane: From the intersection with Hillview Road at Station 0+ 00 to the intersection with Pine Ridge Road at Station 4+ 99.47.

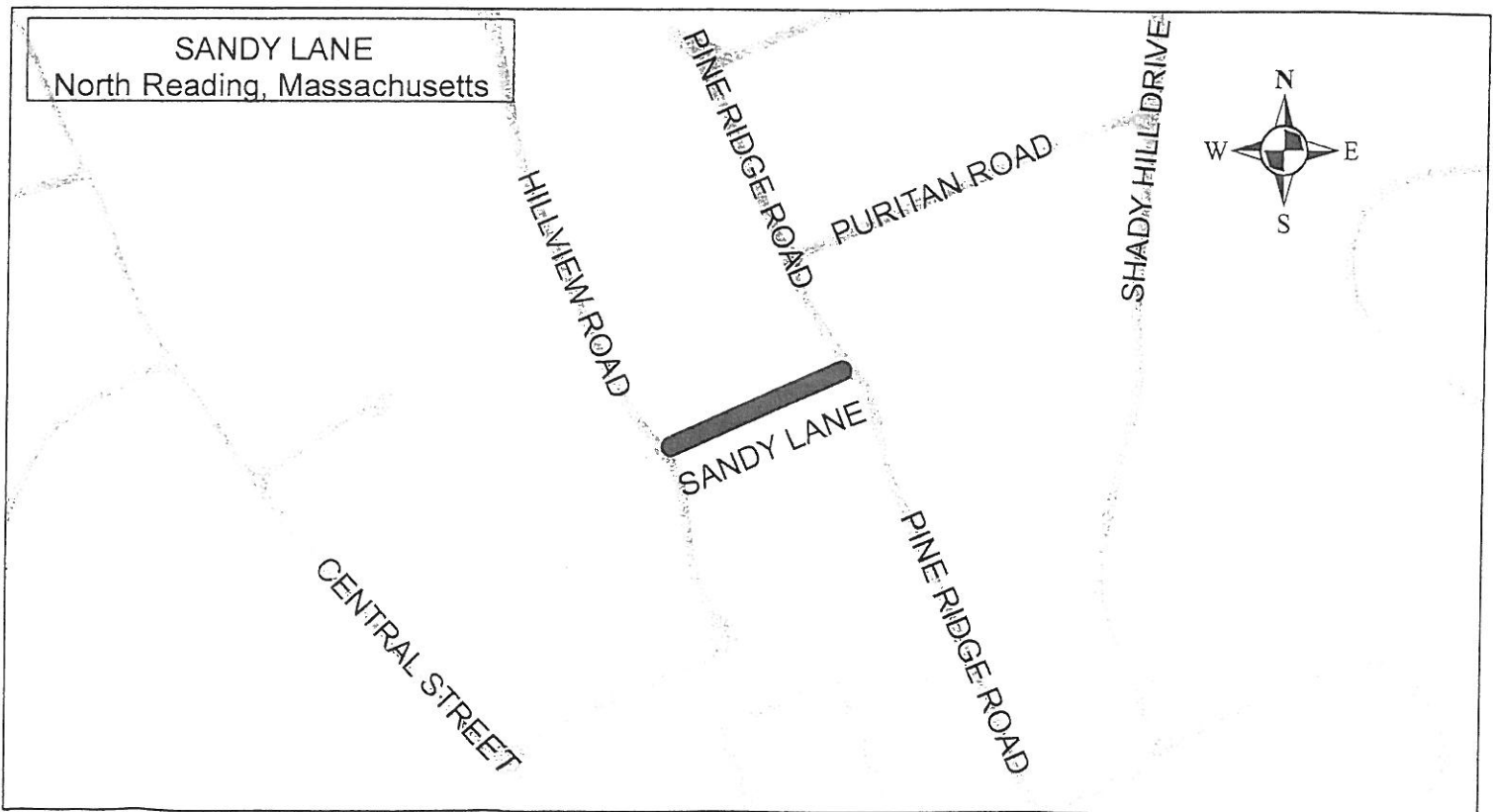
Meaning and intending hereby to accept Sandy Lane as a public way, as heretofore laid out by the Board of Selectmen and as shown on plans as dated April 13, 2011, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain, the fee simple or a lesser interest in the land, within said way, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 24 Street Acceptance – Surrey Lane

To see if the Town will vote to accept as a public way the layout of Surrey Lane:

Surrey Lane: From the intersection with Park Street at Station 0+ 00 to the road end at 9+ 64.58.

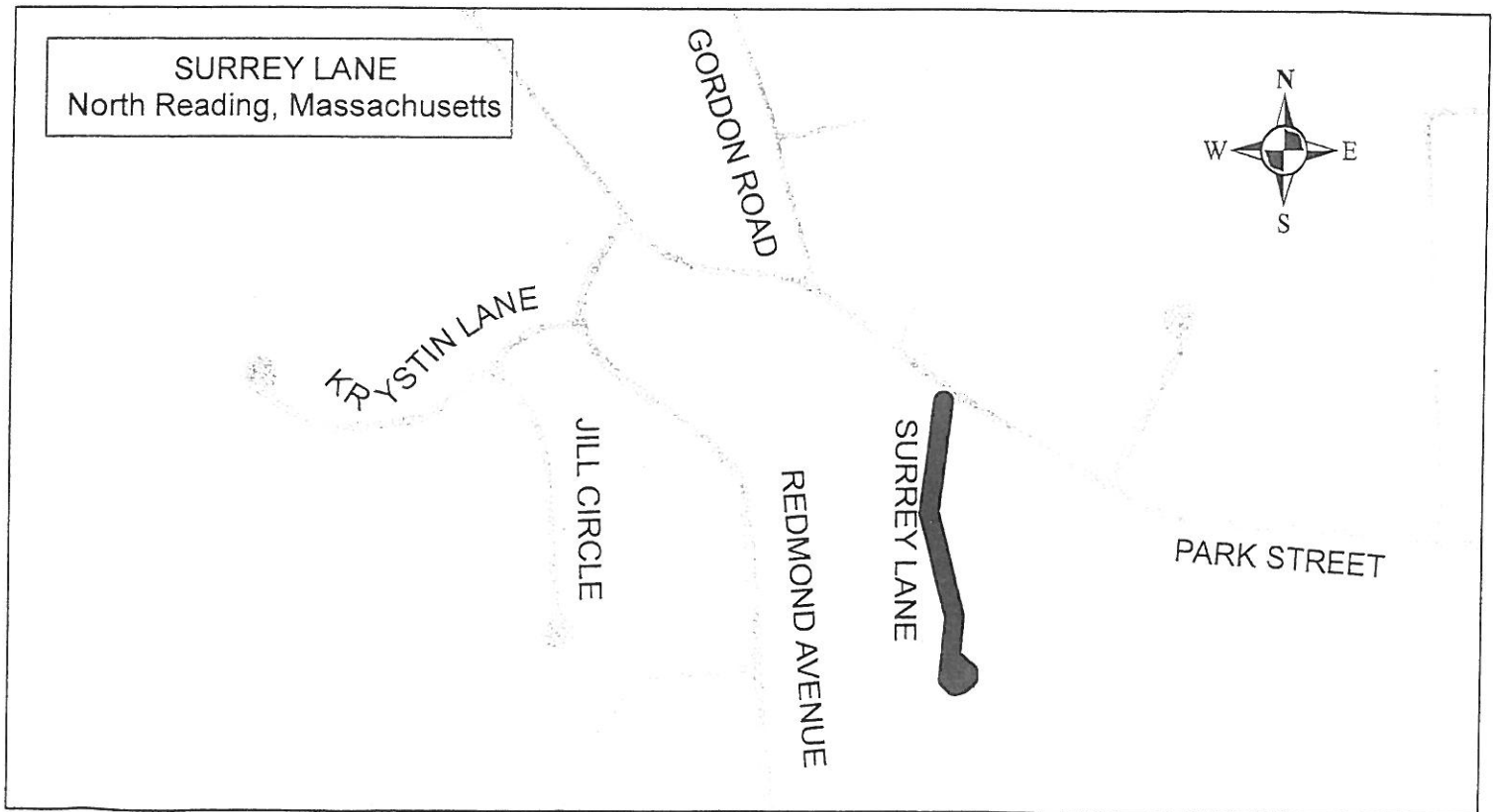
Meaning and intending hereby to accept Surrey Lane as a public way, as heretofore laid out by the Board of Selectmen and as shown on plans as dated April 26, 2011, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain, the fee simple or a lesser interest in the land, within said way, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 25 Street Acceptance – Yankee Woods Drive

To see if the Town will vote to accept as a public way the layout of Yankee Woods Drive:

Yankee Woods Drive: From the intersection with Central Street starting at Station 0+ 00 to the cul de sac at Station 7+ 84.19.

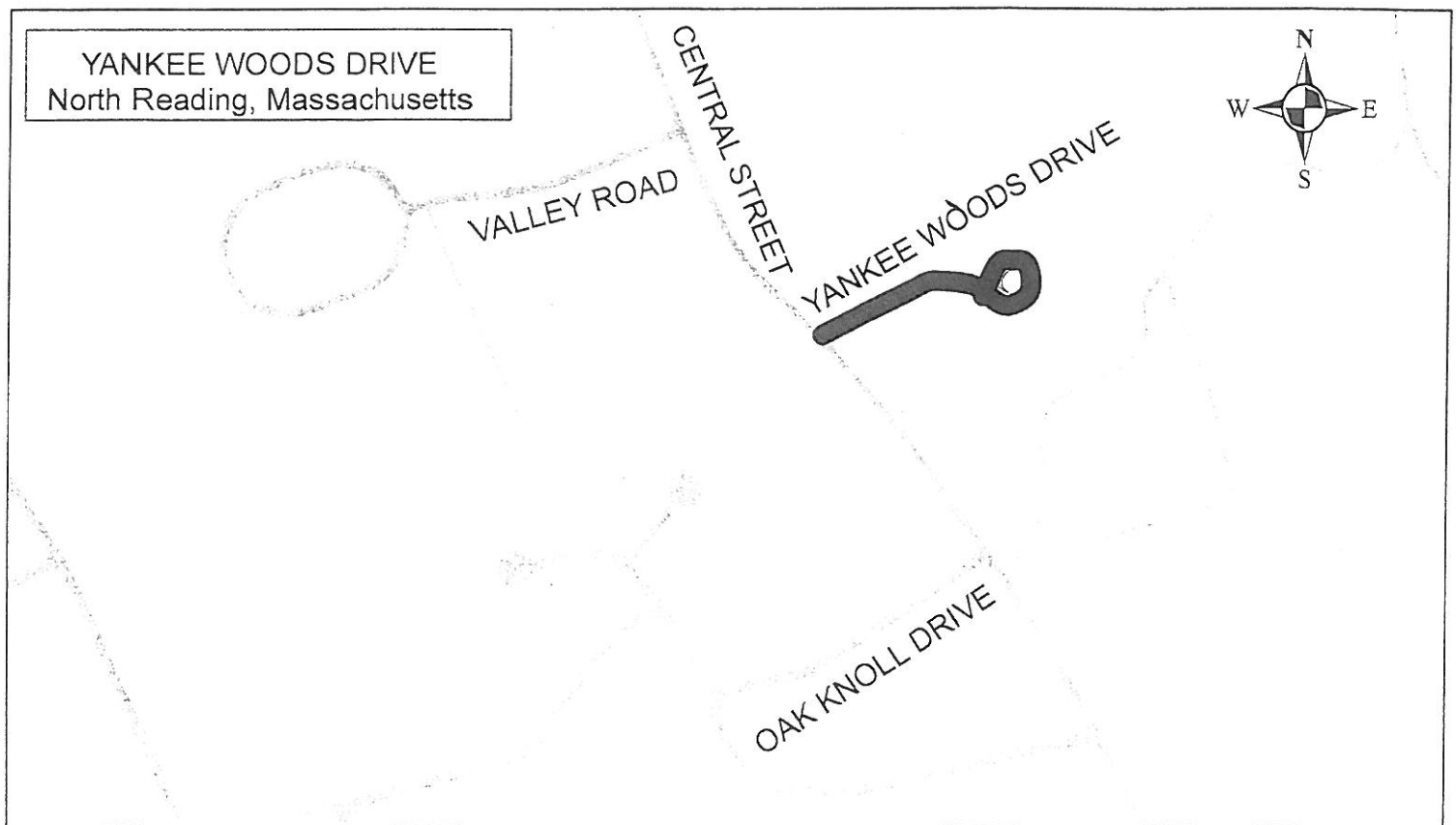
Meaning and intending hereby to accept Yankee Woods Drive as a public way, as heretofore laid out by the Board of Selectmen and as shown on plans as dated May 6, 2011, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain, the fee simple or a lesser interest in the land, within said way, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 26 Street Acceptance – West Village Drive

To see if the Town will vote to accept as a public way the layout of West Village Drive:

West Village Drive: Starting at station 0+00 on the southerly sideline of Park Street to To see if the Town will vote to accept as a public way the layout of station 5+75.00.

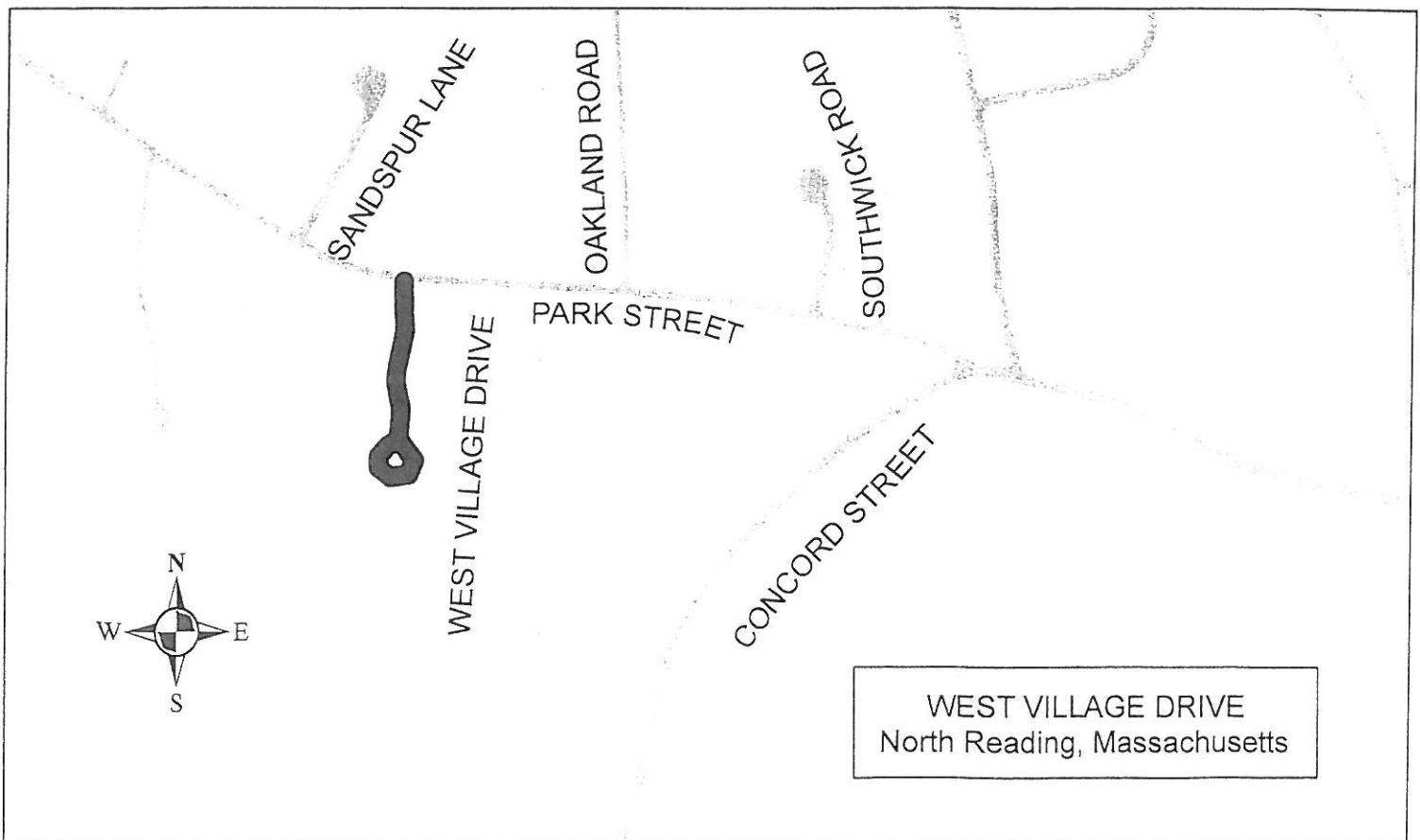
Meaning and intending hereby to accept West Village Drive as a public way, as heretofore laid out by the Board of Selectmen and a shown on plans dated August 7, 2006 and revised through June 1, 2010, on file in the Town Clerk's Office, which plans are incorporated herein by reference, and further to authorize the Board of Selectmen to acquire, by purchase, gift, or eminent domain, the fee or a lesser interest in the land within said way, and any easements related thereto, and raise and appropriate the sum of \$1.00; or what it will do in relation thereto

Sponsor: Community Planning Commission

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.



Article 27 Amend Code – General By-laws, Chapter 5 – Records and Reports

To see if the Town will vote to amend the Code of North Reading General By-Laws, Chapter 5 – Records and Reports, § 5-14.A (Meeting Records; filing of reports) to replace the current text in the second sentence under Section A as follows, with strike-through text to be deleted and underlined text to be inserted, and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Code of North Reading; or what it will do in relation thereto.

By replacing the current text in the second sentence under § 5-14.A:

All committees, boards, commissions, or any other group or individual appointed by Town Meeting, Moderator, Board of Selectmen, or any other authorized appointing authority shall:

A. Keep records of all meetings, such records to be a summary account of all proceedings conducted, including all votes taken, except as otherwise provided by charter. ~~A copy of these records shall be filed with the Town Clerk, the Board of Selectmen, and any other appointing authority within ten (10) days of such meetings.~~ This section shall not apply to budgetary deliberations of the Finance Committee.

with the following text:

All committees, boards, commissions, or any other group or individual appointed by Town Meeting, Moderator, Board of Selectmen, or any other authorized appointing authority shall:

A. Keep records of all meetings, such records to be a summary account of all proceedings conducted, including all votes taken, except as otherwise provided by charter. Such records shall be permanent records as required by the provisions of G.L. c.66, §8. A copy of these records shall also be filed with the Town Clerk forthwith once approved and shall be maintained by said clerk for a period of five years, after which time the copies may be disposed of in accordance with and to the extent permitted by law, including all such copies of records currently maintained by the Town Clerk's office. This section shall not apply to budgetary deliberations of the Finance Committee.

Sponsor: Town Clerk

Description...

Under the Public Records Laws, each department, board, committee or commission is the Records Custodian for the records generated by them. There is no requirement under the law to file copies of these records with the Town Clerk's Office, the Board of Selectmen or any other appointing authority. Maintaining this duplication of records is redundant and has become unsustainable from a storage position.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 28 Amend Code – General By-laws, Chapter 5 – Records and Reports

To see if the Town will vote to amend the Code of North Reading General By-Laws, Chapter 5 – Records and Reports, § 5-17 (Annual Reports) to change the reference to the April Town Meeting in the last sentence, with strike-through text to be deleted and underlined text to be inserted, and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Code of North Reading; or what it will do in relation thereto.

By replacing the current text under § 5-17:**§ 5-17. Annual reports.**

The annual printed reports of the officers of the Town shall be made and published by the Board of Selectmen. These shall include reports of all town officers and others, committees, boards, commissions, and trustees. Report of the Town Clerk shall contain a copy of his record of all Town Meetings held since publication of the last annual report. Town Accountant's report shall show all monies received into and paid out of the town treasury in the preceding fiscal year, by appropriation category and salaries in summary form. The accountant shall also report all other matters as are required by law to be contained therein or as may be requested by the Board of Selectmen under the discretion granted them by law. Such report shall be completed and copies readied for distribution at the office of the Town Clerk and such other places as may be designated by the Board of Selectmen prior to the ~~April Town Meeting~~.

with the following text:**§ 5-17. Annual reports.**

The annual printed reports of the officers of the Town shall be made and published by the Board of Selectmen. These shall include reports of all town officers and others, committees, boards, commissions, and trustees. Report of the Town Clerk shall contain a copy of his record of all Town Meetings held since publication of the last annual report. Town Accountant's report shall show all monies received into and paid out of the town treasury in the preceding fiscal year, by appropriation category and salaries in summary form. The accountant shall also report all other matters as are required by law to be contained therein or as may be requested by the Board of Selectmen under the discretion granted them by law. Such report shall be completed and copies readied for distribution at the office of the Town Clerk and such other places as may be designated by the Board of Selectmen by April 1 annually.

Sponsor: Town Clerk

Description...

Due to the recent Charter change which changed the date of the Annual Town Meeting from April to June, a modification is needed in this section of the by-laws to change the reference to the April Town Meeting.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommended.

Article 29 Amend Code – General By-laws, Chapter 172 – Town Meeting

To see if the Town will vote to amend the Code of North Reading General By-Laws, Chapter 172 – Town Meeting, § 172-3 -- "Adjournment", § 172-4 -- "Admission; quorum", and § 172-19 -- "Contents of warrant" by replacing the word "April" in the second sentence of each section with the word "June" as follows, with strike-through text to be deleted and underlined text to be inserted, and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Code of North Reading; or what it will do in relation thereto.

By replacing the current text under § 172-3:

A motion to adjourn the meeting to a time, date, and place certain shall not be made until action on the previous motion before the meeting has been made completed. This provision shall not apply to the omnibus articles of the ~~April~~ Town Meeting. Debate on a motion to adjourn shall be limited to three (3) minutes per speaker, and no speaker shall speak more than once, except by permission of the Moderator, and then only briefly to answer a question raised by another speaker.

with the following text:

A motion to adjourn the meeting to a time, date, and place certain shall not be made until action on the previous motion before the meeting has been made completed. This provision shall not apply to the omnibus articles of the June Town Meeting. Debate on a motion to adjourn shall be limited to three (3) minutes per speaker, and no speaker shall speak more than once, except by permission of the Moderator, and then only briefly to answer a question raised by another speaker.

By replacing the current text under § 172-4:

The Board of Registrars shall appoint tellers who shall permit only registered voters to enter upon the floor of the meeting place of any Town Meeting. Any number of registered voters present shall constitute a quorum sufficient for any ~~April~~ or October Annual Town Meeting to conduct business between the hours of 7 p.m. and 11 p.m. on any Mondays and Thursdays of consecutive weeks until final adjournment. One hundred fifty (150) registered voters shall constitute a quorum sufficient to conduct business at any other time at an Annual Town Meeting or at any Special Town Meeting.

with the following text:

The Board of Registrars shall appoint tellers who shall permit only registered voters to enter upon the floor of the meeting place of any Town Meeting. Any number of registered voters present shall constitute a quorum sufficient for any June or October Annual Town Meeting to conduct business between the hours of 7 p.m. and 11 p.m. on any Mondays and Thursdays of consecutive weeks until final adjournment. One hundred fifty (150) registered voters shall constitute a quorum sufficient to conduct business at any other time at an Annual Town Meeting or at any Special Town Meeting.

By replacing the current text under § 172-19:

The warrant shall include an explanation of each article. The ~~April~~ Town Meeting budget/omnibus article shall include a detailed explanation of certain line items deemed appropriate by the Finance Committee.

with the following text:

The warrant shall include an explanation of each article. The June Town Meeting budget/omnibus article shall include a detailed explanation of certain line items deemed appropriate by the Finance Committee.

Sponsor: Town Clerk

Description...

This article amends the general bylaws to be consistent with the charter revision made in 2010 which changed the date of the Annual Town Meeting from April to June.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommended.

And you are directed to serve this Warrant by posting up attested copies, fourteen days at least before the time of holding said meeting, in accordance with the Code of the Town of North Reading.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this sixth day of September in the year of our Lord two thousand and eleven.

BOARD OF SELECTMEN

Robert J. Mauceri, Chairman
Sean T. Delaney, Vice Chairman
Michael A. Prisco, Clerk
Jeffrey Yull
Stephen J. O'Leary

A True Copy: Attest
John J. Firriello, Constable